**DRAFT MINUTES**

Friday, May 15, 2020, 10:00 a.m. – 12:00 p.m.

Location: VIRTUAL:

[Join Microsoft Teams Meeting](https://teams.microsoft.com/l/meetup-join/19%3ameeting_MWY4NWM3NWQtNzBhZC00NGE1LWFiYjMtMzM2MjhlNGE5MTQw%40thread.v2/0?context=%7b%22Tid%22%3a%220e7d3946-58c8-40c4-b5ca-04ab67de9145%22%2c%22Oid%22%3a%22b2630166-d6bb-4b97-8a27-264e4ef2373c%22%7d)

[+1 515-348-6300](tel:+1%20515-348-6300,,250407295# )

Conference ID: 250 407 295#

**Meeting Minutes & Other Resources:** <http://www.iowafinanceauthority.gov/Public/Pages/PC46LN13>

*Participants self-reported attendance through a shared Google Sheet.* [**https://tinyurl.com/ICH-Attendance**](https://tinyurl.com/ICH-Attendance)

* **Introductions**
  + Chair Karin Ford opened the meeting at 10:00 a.m. The call took place over Teams, with no introductions necessary. Quorum was achieved by 10:10 a.m.
* **Approval of Agenda *(Action Item)***
  + Motion: Dennis
  + Second: Hope
  + Unanimously approved
* **Approval of Minutes from March 27, 2020** *(Action Item)*
  + Motion: Tim
  + Second: Gary
  + Unanimously approved
* **Committee/Task Force Reports**
* **Executive Committee** (*Karin Ford*)
  + The committee met in April. Not a lot to report; there was some discussion about funding and about general disaster response. Amber provided an update on some of the funding available through the CARES Act.
* **Nominating Committee** (*Ashley Odom)*
  + Ashley thanked Karin for her time chairing the Council over the past two years. The Committee met on May 12th to discuss terms ending, recommended reappointments, and new recommended members.
    - Motion from committee:
      * Current members that reapplied and that are recommended for reappointment:
        + David Binner
        + Dennis Lauterbach
        + Hope Metheny
        + Jodi Royal-Goodwin
        + Gary Wickering
      * New applicants recommended for appointment:
        + Cody Crawford
        + Tim Wilson (different from current member; from Marshalltown)
        + Shawn Garrington
        + Stefanie Munsterman-Scriven
        + Amy Peterson
        + Latifah Faisal
    - Unanimously approved
  + Ashley also noted we need a state representative for the vice-chair position on the Council.
    - Motion from Ashley: Recommending Dax Oberreuter for this position.
    - Second: Karin
    - Unanimously approved
* **Continuum of Care Committee** (*Dennis Lauterbach*)
  + See provided written report.
  + Dennis provided an overview of some of the recent activities of the new Continuum of Care (CoC) Board. A new governance charter was approved. The upcoming CoC competition was discussed. The future of the CoC Committee was discussed. Amber noted that HUD released the scoring details and feedback from last year’s competition.
* **Coordinated Entry** (*Gary Wickering*)
  + The committee met last month. They updated policies and procedures in response to Covid-19. A focus has been getting people out of shelters and into non-congregate shelter or housing. Meeting again next Tuesday. The new vice-chair of the committee will be Hope Metheny. The new staff person leading Coordinated Entry with the Institute for Community Alliances in the Balance of State will be Cassandra Kramer.
* **Research and Analysis Committee** *(David Hagen)*
  + David sent note this morning that he is unable to join the meeting today. Karin noted the committee has not met since the last Council meeting.
* **Policy & Planning** (*Crissy Canganelli*)
  + Committee has not met. Crissy will be reaching out to folks to convene a meeting soon. Looking to draft a letter recommending to state leaders that the Coordinated Entry system be considered for any new eviction prevention funding opportunities. May also coordinate through the CoC Board. Karin volunteered to also join this effort.
* **Public Awareness Committee** (*Tim Wilson*)
  + Has not met recently, but will meet next on June 8, 2020, 9:00 a.m. Contact Tim if interested in participating with the committee.
* **Homeless Management Information System (HMIS) Report, Institute for Community Alliances** *(Gary Wickering)*
  + ICA is finalizing their data from the recent 2020 Point in Time Count. HUD delayed the deadline to submit this report. ICA has been focused on Covid-19 response efforts as well as working on analysis projects for new funding. Also continuing training as normal; training is entirely online. They have also been hiring for the new CoC Board. May also have additional new staff soon for additional HMIS needs for new special projects; currently staff capacity is stretched.
* **Information & Updates**
  + Courtney provided an update on new bi-monthly calls hosted by the Institute for Community Alliances for providers. The first call was held on Wednesday this week, to discuss new Covid-19 partnerships. Calls will be the second and fourth Wednesdays of each month at 9:00 a.m. Minutes are available by reaching out directly to Courtney or Jessica Bleile; in the future, these may be available on a new website for the Balance of State CoC (once this is created).
* **Iowa Finance Authority Staff Updates** *(Amber Lewis)*
  + Let Amber know if anyone has issues or questions using the new Teams format for meetings.
* **Old Business**
  + None
* **New Business**
  + None
* **Public Comments**
  + Tim noted his thanks to Karin Ford for chairing the Council the past two years; others also expressed their appreciation.
* **Next Meeting:** Friday, July 24, 2020
* **Adjourn**
  + Motion: Dennis
  + Second: Karin
  + Unanimously approved; the meeting was adjourned at 10:46 a.m.

Minutes submitted by Amber Lewis